

*Outline provided*  
*by*

C. Administration and Support

25X1A9A

1. Fiscal (Budget will be provided separately)
  - a. Comments on budget
  - b. Provide any pertinent detail not included in budget
2. Personnel
  - a. Number, location and category of all personnel being compensated *by funds allocated to the Agency*
  - b. Attrition and recruitment
  - c. Any areas of acute shortage of personnel
  - d. Concrete steps toward over-all reduction of personnel
3. Security
  - a. Investigative activities
  - b. Termination for reasons of security
  - c. Status of Counter-Audio program
4. Training
  - a. Accomplishments
  - b. New programs in process or planned
5. Communications
  - a. Volume of staff communications
  - b. Support to other agencies and support received from them
  - c. Emergency facilities
6. Medical
  - a. Diagnostic and extreme services
  - b. Psychiatric cases and problems
7. General Counsel
  - a. Legal actions brought by or against the Agency
8. General
  - a. Any unusual management or records management accomplishments
  - b. Status of new building program
  - c. Emergency planning, U.S.A., tied to war plans

*Not Staff*  
*will be*  
*included with*  
*DDS write up*

*Period :- 1 Nov 56*  
*to 1 May 57*

*Due Date :- 3 June*  
*Place : 2001 L*

*Orig + 2 copies for recipient*  
*(+ Max Staff copies)*

*Anti :- 1/2 page single sp.*

**D. Other activities**

**1. OCB (?)**

**2. Elint**

- a. Status of program in CIA
- b. Accomplishments
- c. Operations, present and planned

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*Suggestion  
Develop complaint*

*[Redacted Box] 25X1A  
New policy on regulation  
Records Mgt - (new bdy.  
Feasibility Study  
Machine Booklet?*

**REQUEST:** "Suggested Outline for the Semi-Annual Report to the President's Board of Consultants on Foreign Intelligence Activities"

22 May 1957/bjs